



Effective April 1, 2009

**GUIDELINES FOR THE MECHANICAL HARVESTING EQUIPMENT OPERATOR
TRAINING PROGRAM #850715**

The Mechanical Harvesting Equipment Operator (MHEO) Training Program #850715 is intended for all forestry workers and their supervisors engaged in a logging operation.

The Mechanical Harvesting Equipment Operator Training Program is enforced by the MOL under the Regulation for Industrial Establishments (Ontario Regulations 851) of the *Occupational Health and Safety Act (OHSA)*. If you are unsure whether or not you are engaged in the activity of a logging operation, please consult your local Ministry of Labour Office for clarification.

The Mechanical Harvesting Equipment Operator Training Program is organized for accreditation of supervisors and certification of operators under the following programs:

SUPERVISOR TRAINING PROGRAM #750025

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures

FELLER BUNCHER OPERATOR TRAINING PROGRAM #750035

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5673	Fell and Bunch Trees

CUT TO LENGTH OPERATOR TRAINING PROGRAM #750045

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5674	Operate Cut to Length

GRAPPLE SKIDDER OPERATOR TRAINING PROGRAM #750055

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5675	Operate Grapple Skidder

FORWARDER OR TRANSPORTER OPERATOR TRAINING PROGRAM #750065

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5676	Forward or Transport Trees

DELIMBER OPERATOR TRAINING PROGRAM #750075

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5677	Delimb Trees

SLASHER OPERATOR TRAINING PROGRAM #750085

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5678	Slash Trees

CHIPPER OPERATOR TRAINING PROGRAM #750095

U5670	Protect Self and Others
U5671	Protect the Environment
U5672	Perform Operational Checks and Safety Procedures
U5679	Debark and Chip Trees

Note:

The Chipper Operator Training Program is strongly recommended for operators of wood grinders in a logging operation. However these workers will not be able to register or become certified under the Chipper Operator Training Program at this time.

A worker is only required to successfully complete the common modules once for any of the Mechanical Harvesting Equipment Operator Programs: Protect Self and Others; Protect the Environment; and Perform Operational Checks and Safety Procedures.

SIGNING AUTHORITY

The Signing Authority is the person designated by the employer and authorized by the MTCU who will be accountable and responsible for the quality of training, the maintenance of training records, and determining the competency of company workers for modular accreditation or certification.

The Signing Authority application procedure is as follows:

1. Initial contact between the employer and the local MTCU Apprenticeship Office.
2. The local MTCU staff will review training needs, the Signing Authority application process and program requirements with the employer representative.
3. The employer will forward the completed Signing Authority application to the local MTCU Apprenticeship Office.

4. If an application is not approved, the local MTCU Apprenticeship Office will inform the employer and where appropriate, request modifications or additional information.
5. On approval:
 - a. MTCU will issue an authorization letter, Signing Authority Certificate and number to the employer for the Mechanical Harvesting Equipment Operator Program #850715; and.
 - b. the local MTCU Apprenticeship Office will issue the employer a copy of the Modular Training Standards Book, On-Site Orientation/Training Checklists, forms for the modular program and Signing Authority Guidelines.

OPERATOR TRAINING PROCESS

The Mechanical Harvesting Equipment Operator Training Program #850715 has a mandatory classroom training that shall be taken prior to operating the equipment.

An Approved Trainer shall provide the classroom training. *(Note: A list of approved trainers can be found on the OFSWA website (www.ofswa.on.ca) or through the local MTCU Apprenticeship Office.)*

1. The mandatory classroom training consists of the MHEO/FPRCEO Common Core Training Program. It is the same for the Forestry Pit and Road Construction Equipment Operator (FPRCEO) classroom training.
2. The training will expire after one year if the person has not registered in the MHEO or FPRCEO programs.
3. To register in the program, a worker shall:
 - a. first take the mandatory classroom training;
 - b. receive the mandatory machine specific on-site orientation; and
 - c. sign the Modular Training Application form for the machine specific program.
4. To register a worker in the program, the Signing Authority shall complete an MTCU Modular Training Application form for each trainee and submit it to the local MTCU Apprenticeship Office.

NOTE: Trainees shall not operate equipment until the registration requirements are met.

5. The on-the-job training shall be conducted by a certified mechanical harvesting equipment operator or a supervisor.
6. The Modular Training Standards book is signed by the worker, the Supervisor, Approved Trainer/Evaluator and the Signing Authority verifying successful completion of each modular training standard and remains the property of the worker.
7. At the end of the on-the-job training there will be an evaluation of the operator trainee through an on-site demonstration of skills. The evaluation shall be conducted by an Approved Trainer/Evaluator.

Note: Workers shall complete training and evaluation for certification in a machine-specific program within one year of registration in the program. The Approved Trainer/Evaluator, Signing Authority and trainee shall sign and maintain a completed Training Unit Completion Form in the Modular Training Standards book

8. The Signing Authority shall complete, sign and submit to MTCU the Modular Training Report to verify that the worker has successfully completed the on-site demonstration of skills.
9. A wallet card will be issued by MTCU upon successful completion of the program requirements.

SUPERVISOR TRAINING AND ACCREDITATION

1. A supervisor engaged in direct on-site supervision of mechanical harvesting operations will need to successfully complete an MTCU Approved MHEO/FPRCEO mandatory classroom training program, which includes written, oral or on-site evaluation before performing supervisory work related to the specified pieces of mechanical harvesting equipment.
2. To register and obtain accreditation in the program for a supervisor, the Signing Authority shall complete and submit a Modular Training Application Form and Modular Training Report under program #750025 upon successful completion of the mandatory classroom training.
3. A transcript will be issued upon successful completion of the program #750025 requirements.
4. Supervisors who have the FPRCEO Supervisor Accreditation under program #600101 are simply required to register in program #750025.
5. To register and obtain accreditation for a Supervisor in the program, the Signing Authority shall complete and submit a Modular Training Application Form and Modular Training Report under program #750025.

CERTIFIED EQUIPMENT OPERATORS BECOMING SUPERVISORS

1. To become a Supervisor, an equipment operator certified in the MHEO or FPRCEO Programs will require a transcript under the Supervisor Program #750025.
2. To register and obtain accreditation for an equipment operator who wants to become a supervisor in the program, the Signing Authority shall complete and submit a Modular Training Application Form and Modular Training Report under program #750025.
3. A transcript will be issued upon successful completion of the program #750025 requirements.

APPROVED TRAINERS/EVALUATORS

1. The Approved Trainer/Evaluator:
 - a. will conduct the mandatory classroom training for mechanical harvesting equipment operators and supervisors utilizing an MTCU approved MHEO/FPRCEO Training Program;
 - b. will conduct evaluations of workers and supervisors for certification/accreditation; and
 - c. qualifications will include:
 - i. demonstrated knowledge and experience in related mechanical harvesting operations;
 - ii. successful completion of an MTCU approved MHEO/FPRCEO Common Core Classroom Training Program; and
 - iii. successful completion of an MTCU approved MHEO/FPRCEO Train the Trainer Program; and
 - iv. successful completion of a Generic Train the Trainer Program.

2. The Approved Evaluator:
 - a. will conduct evaluation of workers for accreditation or certification; and
 - b. qualifications will include:
 - i. demonstrated knowledge and experience and minimum of five years of work experience in related mechanical harvesting operations;
 - ii. successful completion of an MTCU approved MHEO/FPRCEO Common Core Classroom Training Program; and
 - iii. successful completion of an MTCU approved MHEO/FPRCEO Train-the-Trainer Programs.

MTCU APPROVED FPRCEO/MHEO COMMON CORE TRAINING PROGRAM

1. The Provincial Forestry Tripartite Committee will review and recommend approval of any submission of training program material to MTCU.

2. The minimum program requirement will be based on the OFSWA MHEO Common Core Safety Training Program.